

Message Text

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FODAG

E.O. 11652: N/A

TAGS: OCON, WFC

SUBJ: WORLD FOOD CONFERENCE: UNITED STATES DELEGATION SCHEDULE
AND PLANNING

OIC FOR MCCORD AND BURROWS

USDA FOR SMITH (SECRETARY BUTZ)

STATE FOR SHAUGHNESSY (AMBASSADOR MARTIN)

THIS MESSAGE SUMMARIZES PLANNING STATUS FOR UNITED STATES DELEGATION TO WORLD FOOD CONFERENCE (NOT INCLUDING VISIT OF SECRETARY KISSINGER) AS BASED ON COMMUNICATIONS TO DATE AND DISCUSSIONS WITH UNITED STATES DELEGATION TO THIRD PREPARATORY COMMITTEE.

1. ARRIVAL: DELEGATES WILL BE MET AND DRIVEN TO HOTEL.

2. WORKING ARRANGEMENTS (NOVEMBER 4 THROUGH 16).

(A) WORKING SPACE AT EMBASSY ANNEX, 62 VIA VENETO (ACROSS STREET FROM MAIN EMBASSY BUILDING) INCLUDES (1) OFFICE SPACE WITH INDIVIDUAL DESKS FOR 25-30 WORKING DELEGATES INCLUDING CODEL STAFF; (2) CONTROL AND MESSAGE CENTER FOR SECRETARY OF DELEGATION AND ADMINISTRATIVE OFFICER; (3) CONFERENCE ROOM WITH CAPACITY
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OF 35; AND (4) WORKING SPACE FOR FOUR SECRETARIAS.

(B) MAIN EMBASSY BUILDING HAS CONFERENCE ROOM FOR FIFTY.

(C) TWO WORKING SUITES AT EUR NEAR PALAZZO DEI CONGRESSI WILL BE SET UP ACCORDING TO PLANS DISCUSSED WITH SHAUGHNESSY AND SMITH DURING THIRD PREPARATORY COMMITTEE.

(D) IT IS UNDERSTOOD THAT SECRETARY BUTZ WILL WORK OUT OF SUITE AT EUR AND HOTEL.

(E) COMMUNICATIONS BETWEEN TWO WORKING CENTERS, EMBASSY AND EUR, WILL BE MAINTAINED BY VEHICLE, MESSENGER SERVICE AND TELEPHONE.

3. WORKING SCHEDULE;

(A) MEETING BEGINS NOVEMBER 5 AT 1100. OTHERWISE, MEETINGS WILL "IN PRINCIPLE" BE HELD FROM 0930 TO 1230 AND FROM 1430 TO 1800 HOURS. SATURDAY, NOVEMBER 9, WILL BE A FULL WORKING DAY.

(B) THE PALAZZO DEI CONGRESSI IS ABOUT ONE-HALF HOUR DRIVE FROM EMBASSY/EXCELSIOR HOTEL AREA UNDER IDEAL CONDITIONS. HOWEVER, DURING MORNING AND EVENING RUSH HOURS, TRAVEL TIME COULD AMOUNT TO MINIMUM ONE HOUR EACH WAY. THE DISTANCE PRECLUDES RETURNING TO EMBASSY AREA DURING LUNCH BREAK.

4. MATTERS NOT COVERED TO DATE:

(A) PRESS: WILL SECRETARY BUTZ HAVE PRESS OFFICERS ON STAFF OR WILL DELEGATION EXPECT USIS PROVIDE PRESS SERVICE? IN LATTER CASE, USIS WILL REQUIRE DETAIL OF SPECIAL PRESS OFFICER TO ROME FOR CONFERENCE (SEE ROME 13736).

(B) DOCUMENTS: DELEGATION SHOULD INCLUDE DOCUMENT OFFICER OR HAVE MEMBER OF DELEGATION DETAILED TO SERVE IN THAT CAPACITY. SECRETARIAT DOCUMENTS WILL BE AVAILABLE TO DELEGATES BY PIGEON HOLE DISTRIBUTION SYSTEM EACH MORNING AT PALAZZO SITE BEFORE MEETING. DOCUMENTS OFFICER NEEDED TO COLLECT AND DISTRIBUTE TO DELEGATION MEMBERS (EITHER ATTENDING OR NOT ATTENDING SESSIONS BECAUSE OF SPACE LIMITATIONS); ALSO TAKE RESPONSIBILITY FOR REPRODUCTION AND DISTRIBUTION UNITED STATES GENERATED UNCLASSIFIED

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DOCUMENTS TO US DELEGATION MEMBERS, OTHER DELEGATES AND PRESS.

(C) SOCIAL: DEPARTMENT SHOULD CONSIDER RECEIPT AND DISTRIBUTION INVITATIONS TO US DELEGATION AND KEEPING OF SOCIAL SCHEDULE FOR ADVISE DELEGATES AS TIME-CONSUMING EXERCISE FOR WHICH SOME EXTRA MAN-POWER MAY BE REQUIRED. UNITED STATES RECEPTION SET FOR NOVEMBER 7 AT 1930 HOURS AT AMBASSADOR VOLPE RESIDENCE.

(D) MESSENGER SERVICE: DOES DEPARTMENT
VEHICLE REQUIREMENT FOR 10 SEDANS INCLUDE ONE VEHICLE FULL-TIME
FOR MESSENGER SERVICE?BEAUDRY

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